

ODP-403-77
7 March 1977

MEMORANDUM FOR: Chief, Management and Assessment Staff/DDA
FROM : [REDACTED] STATINTL
Chief, B Division, ODP
SUBJECT : Critique of DDA Division Chiefs' Conference;
28 February, 1 and 2 March 1977

1. The conference did provide "a forum for (the) discussion (and) elaboration ... of some common problem areas". Solutions to problems were generated only as minor recommendations to, and requests for additional guidance from, upper management. The effectiveness of a conference as a means of "communicating with the DDA and ADDA in managerial, substantive and career matters" is still open to question. Only Mr. Blake's and Mr. Malanick's perceptions, and the feedback the division chiefs receive from them, will answer this question. The conference did provide "line managers with an opportunity to develop and maintain contacts with their peers" and was highly successful in this regard.

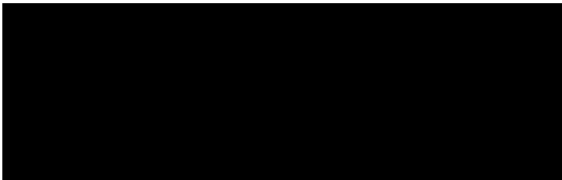
2. The administrative support to the conference was good. Additional time was needed for the mailing of conference materials.

3. The primary benefit of any meeting or conference of this type is not the scheduled agenda items; it is the opportunity to meet and appreciate your fellow conferees. It provides the opportunity to discuss mutually and non-mutually shared problems, ask questions, share experiences, and in general to broaden perspectives and increase comprehension of our working environment. The conference was successful from this viewpoint.

4. If not for the fact that the conference was scheduled to precede the annual office directors conference, I would recommend that this type of meeting not be held more frequently than at 18 month intervals.

5. It occurred to me that the agenda addressed items of secondary consequence to the services provided by the divisions. Only peripherally did the conferees consider the question "to what degree do (people management, etc.) considerations aid or hinder the primary functions of the divisions." Furthermore, the conference did not consider the fact that the DDA is a support organization. We did not address questions related to how well or how poorly we are supporting the Agency's missions and objectives. It may be desirable for future conferences to include:

- a. questions submitted by the other Deputy Directors,
- b. presentations by the other Deputy Directors,
- c. participation of (a few?) non-DDA "division chiefs",
- d. participation of staff chiefs whose staffs are responsible for line related duties.



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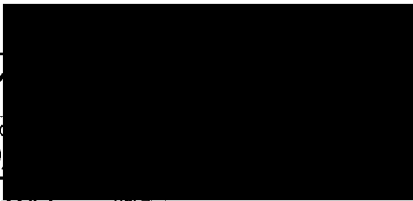
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